



March 2, 2021

Doug Jenson sat in for Morris Rodrigue

1. Cabinet reviewed and commented on the following information items:
 - a. An article from Ed Source, [California legislators issue their conditions for reopening schools—without governor's backing](#), highlights what we all know—K-12s are all over the place with reopening. California legislators are laying out plans for local school districts to open in proposed [SB 86](#) and proposed [AB 86](#). Much of the proposals are in line with the Governor's [Safe Schools for All](#) reopening plan, however the Governor notes that the legislation "does not go far enough or fast enough." Many large districts, with strong unions, continue to delay reopenings. Mt. SAC will need to be sure to be welcoming and to reach out to students so they are excited to come to campus in the Fall. A marketing campaign will be important.
 - b. The news we've all been waiting for! The Los Angeles County of Public Health announces they are [Vaccinating the Education Community](#). Eligibility opens March 1 for the next group in phase 1B, which include educators. Cabinet encourages employees to get vaccinated.
 - c. An article by the Los Angeles Sentinel announces that Chancellor [Joseph Castro plans to open all CSU campuses in the Fall](#), albeit incrementally. Chancellor Castro encourages students and faculty to get vaccinated so that a majority of their courses can be done in-person in the Fall.
 - d. The Quarterly [Management Staff Meeting Agenda](#) was reviewed. There are a lot of topics to talk about on the things we have going on.
 - e. The [Vacant Positions Under Active Search Log](#) was reviewed.
2. In a recent press release, the [US Citizenship Act of 2021](#) was announced. This is a Biden initiative that is being introduced to Congress which would create an 8-year path to citizenship for many of the unauthorized immigrants currently in the US. The group that is most important to Mt. SAC are the Dreamers. The U.S. Citizenship Act would provide a recognition of the contribution of Dreamers to the US and pave a path for citizenship. Unfortunately, this proposed legislation is a policy bill and is thus subject to filibuster in the Senate, meaning 60 or more senators would have to vote for it. That is very unlikely now, but there is energy on both sides of the aisle for Dreamers and those have been here working for a while. It will be an interesting debate to watch.
3. Cabinet was joined by Joel Monroy, Director of Dual Enrollment; Lina Soto, Associate Dean of Counseling; Madelyn Arballo, Associate Vice President of School of Continuing Education; Francisco Dorame, Dean of Counseling; Marlyn Lanuza, Assistant Director of Dual Enrollment; George Bradshaw, Dean of Enrollment Management; Chuong Tran, Assistant Director, Enterprise Application System; Antonio Bangloy, Director, Enterprise Application System; and Michelle Sampat, Associate Dean of Instruction, to provide an [update on AB30](#). Highlights:
 - AB30 extends AB288 Career and College Access Pathways (CCAP) agreements and removes the initial sunset in AB 288 and streamlines board approval of CCAP agreements for school districts as well as community colleges.
 - Each CCAP Agreement would only need to be presented at one Board Meeting for approval rather than at two meetings as was required previously. This process is already under way for Mt. SAC.
 - Continuation schools can now enter into CCAP agreements. This process is already under way for Mt. SAC.

- Community colleges may allow special admit students who participate in a CCAP partnership to enroll in more units, now up to a maximum 15 units per term. This is a policy decision and the team is currently working with the Academic Senate on a revision of AP 5011.
 - Currently, dual enrollment students have no registration priority through the special admit process. Current dual enrollment courses are not counted toward units completed for registration priority. A registration priority for dual enrollment students at Mt. SAC is currently being explored.
 - The CCCApply standard application creates special challenges in that this process is complicated for special admit students. It is complicated in that there is no process for registration appointments, they are restricted from certain courses, and that the system counts them differently in relation to our 320 report. There is also a need for clarity from the Chancellor's Office in the processes for implementing AB 30. One area that needs clarity, in particular, is how, under continuous enrollment with AB 30, the switch from being a dual enrolled high school student to being a "first time" community college student. Cabinet felt that notice to the College for this change in status may best be handled by the high school.
 - The IT team is working on a process to identify an AB30 student. It is possible that it would need to be handled with a supplemental question in CCC Apply. Our IT Team working on AB30 reached out to the Community College Tech Center and found that the Chancellor's Office is not working on any changes related to AB30 at the moment. Mt. SAC may need to work on this ourselves.
 - The School of Continuing Education has established a tentative process that has been put in place for two of their AB30 students. They screen those students who apply, and most are sent back into credit special admit status. SCE will roll over each semester so those students do not have to complete another application—and so SCE can confirm they meet the requirements. There are so few and a huge number is not anticipated. To be in noncredit special admit, they have to be over the age of 18 and in a high school diploma or GED program.
 - The whole AB30 team Hopes that the AB30 the above recommendations can strengthen the process that we currently have.
 - The next update to Cabinet will be in mid-May.
4. Cabinet was joined by Gary Nellesen, Executive Director of Facilities Planning and Management, to provide an [update on Construction/Scheduled Maintenance](#). Highlights:
- Projects are progressing well with funding from Measures RR and GO. There are five major projects in construction: 1) Lot S Parking Structure, 2) Gym/Wellness/Heritage Hall, 3) Student Center, 4) Campus Center infrastructure work, and 5) Pedestrian Bridge crossing Temple Ave.
 - The Building 6 reconstruction work is in planning and design phases. As the above group of projects finish construction at the end of 2022, we will be moving into this next group.
 - The Gymnasium project has matching funds from the State and they are working with the State to look at ways to access some additional dollars that were left on the table. They will be closing the project with minimal or no claims and added costs.
 - As we are close to finalizing the Community Workforce Agreement Contract, we have the last phase of the Pedestrian Bridge project out to bid as well as the STEM Center. These will be the first two Community Workforce Agreement projects.
 - A lot of effort has been spent on scheduled maintenance work. There will be a few facilities renewals started on insides of buildings that have not had some refreshing in a while. First will be Building 66. There are a lot of exterior painting and restroom remodels scheduled for late Spring and early Summer.

- The next focus will be on anticipating a good date when we will need the next infusion of Measure GO funds through the bond sale process; the expansion of the ability to produce construction documents in-house for smaller projects; and lots of staff time consumed on return to campus work.
 - Citizens Oversight Committee has been challenging as we have changed the reporting to a focus on compliance with expenditures and not reporting anticipated budgeting for projects.
 - Currently there are 100 major ongoing contracts with the various construction trades and 200 in small contracts.
5. Cabinet approved the following positions to proceed with recruitment:
- Custodian I (Promotion of Gustavo Acero). Morris to process the [Request to Fill](#).
6. Doug reported:
- The Status Quo Budget communication has gone out. There is a training through POD that is linked in the email message.
 - Revised budget numbers will be uploaded into Questica soon.
 - AP7400 went to PAC for approval, but there was discussion about the per diem rate; he is looking to reach consensus soon.
7. Abe reported:
- A job description for [Adult Education Manager](#) has been developed and is ready for review. This will be reviewed by Cabinet and approved at the next meeting.
 - The video recording workgroup reporting will be on the Cabinet agenda next week. There has been communication from the CC TechCenter on the current recordings in the Cloud
 - He has been working on Bills with ACCCA and they will be opposing a lot of things coming through: reduction of maximum probationary period for classified employees, classified vote tabulation in merit systems (although we don't have merit system at Mt. SAC), a raise to 85% on temporary part-time faculty, having a hearing process for lay-offs similar to the K-12 system, and extend the 100 ½ day leave to 100%.
 - He worked with the Management Steering Committee on some suggested meet-and-confer items.
 - He will be presenting Thursday to the emerging CHRO participants.
8. Audrey reported:
- The USC eConvenings Advisory group has been meeting and having good discussions. However, the group feels that there is no need for another cycle of these eConvenings.
 - The [SEEC Initiative](#) is continuing to move forward. There is a lot of movement going on and there is no group that is not talking about DEI. At the same time, we're moving in a parallel process or circling. Looking at this initiative, we wanted to use it in addition to really look at the inventory of what we are doing on campus to at least reiterate the purpose of SEEC and find out what everybody is doing; to start developing actionable steps to what we're really going to do and what changes as an institution we're really going to make. We will weave this into the May Equity Summit. This will help map out where we're going. Need to start the work with the physical locations for El Centro and UMOJA Center.
 - She presented a [CRSAA Student Emergency Financial Aid Grant Recommendations](#). The plan allocates \$8.7M to be distributed directly to students for the use of cost of attendance and emergency costs due to coronavirus such as tuition, food, housing, health care, and child care. There are two tiers of distributions for a total of \$9.7M, which would mean an additional amount for this process.
9. Irene reported:
- We will have two teams attending the Enrollment Management Academy in the summer.
 - The room utilization group has been working on coordinating with 25Live and Instruction scheduling. Not taking away any existing blocks, but giving guidance on the preferred use of particular classrooms. That way if there is a building that goes down, it's easier to move blocks of classes with very little trouble.

- Questions on email about 160-day limit for hourly workers. Some are finding this a challenge in the utilization of short-term employees. This is a new HR practice to managers because hourly employees cannot exceed 195 days in a year. Extension of the 160 days can be done in consultation with Human Resources.

10. Items for future agendas (items for the next Cabinet meeting are shown in BOLD)

- a. Multiple Measures Placement Workgroup (George, and Team, TBD)
- b. Student Centered Funding Formula—Continued Follow Up
 1. Noncredit Support of SCFF & Multiple Measures (Madelyn, Tami, and Shannon, 4/27)
 2. EAB Navigate Schedule Building & Data Analytics (Student Support Workgroup—Francisco, 3/23)
- c. Zoom recording/digital retention (**Abe and Workgroup, 3/9**)
- d. AB30 (Dual Enrollment, A&R, and IT, 5/18)

11. Quarterly Reports to Cabinet

- a. Develop Budget Reports and Monitoring Protocols for Cost Center Managers (Morris and Doug, 3/16)
- b. Limiting Short-term Hourly and Professional Experts and Managing Overtime (Abe and Alexis, 3/16)
- c. Emergency Response Plan Quarterly Report (Duetta, 4/13)
- d. Room Utilization/Capacity-Load Ratio Project (Gary, Mika, and Kevin, 3/16)
- e. Faculty Position Control Quarterly Report (Rosa, 4/4)
- f. Construction Project/Scheduled Maintenance Quarterly Report (Gary, 6/1)
- g. IT Projects Quarterly Report (**Anthony, 3/9**)
- h. Grants Quarterly Update (Adrienne, 4/13)
- i. Dual Enrollment at Local High Schools Quarterly Report (Michelle, Joel, Marlyn, and Lina, 5/25)
- j. International Student Quarterly Report (George, 3/23)
- k. Academic Support Coordination Project Quarterly Report (Madelyn and Meghan, 4/20)
- l. Title V Quarterly Report (Lianne and Lisa, 4/20)
- m. Guided Pathways Reporting (Michelle, Shiloh, and Sarah, 4/27)